

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Executive, O/RR

DATE: 28 February 1951

FROM : Chief, D/C

SUBJECT: D/C Representation on Committees

25X1A9a

1. [REDACTED] Chief, D/C, is the O/RR representative on the [REDACTED] which is an intra-agency committee. 25X1A1g

2. The O/RR member of the CIA Document Procurement Committee, although not yet officially designated, should be Chief of B/C. This is an intra-agency committee.

3. Other duties of B/C, although not of a strict committee nature, require occasional attendance at meetings which might be considered committee meetings. These duties are: Area Top Secret Control Officer; O/RR Records Officer, which requires attendance at meetings in connection with CIA Records Management Program, and Custodian of Registered Documents of O/RR.

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[REDACTED]  
Chief, D/C

7/12  
Ph: at 10:00 am  
in 10:00 am  
10:00 am  
FEB 28 1951  
ADIRK-14